

**Minutes of the Joint Meeting of the
University of Missouri-St. Louis
University Assembly and Faculty Senate
February 19, 2013 - 3 p.m.
202 JCPenney**

The meeting of the University Assembly was called to order at 3:00 p.m. by the Senate Chair, Dr. Chris Spilling. Dr. Spilling asked for approval of the minutes from the meeting on Jan. 29, 2013. Hearing no objections, the minutes were approved as written.

Report of the Chairperson, Dr. Chris Spilling:

Chair Spilling reported on the following items:

- Strategic Planning:
Dr. Spilling explained that strategic planning is on-going. All three town hall meetings have been held on campus. Approximately 50 faculty, staff and students attended each meeting and shared their ideas and suggestions. Dr. Spilling said that if you were not able to attend one of the town hall meetings, comments can still be submitted on the SharePoint website for strategic planning by March 1.
- Senate Elections:
Dr. Spilling announced that most of the elections for senate departmental representatives have been completed. He displayed a slide showing the newly elected senators. The election of the two at-large representatives for the College of Arts & Sciences will occur this week.
- Topics of Discussion for March Senate Meeting:
Chair Spilling reminded the attendees that UM System President Tim Wolfe will be attending the Senate meeting on March 19. He has asked the President of the Staff Association and the President of the Student Government Association to attend the March Senate meeting to participate in the discussions. To stimulate the presentations and discussions in the March Senate meeting, Dr. Spilling asked the senators to complete a survey listing their top choices of discussion topics while President Wolfe is in attendance. The topics included the following:
 - Faculty Evaluations from students (response rate)
 - Research
 - On-Line Courses
 - Role of Patents in Evaluation Process
 - Campus Safety
 - Faculty Workload
 - Strategic Planning
 - Community Partnerships/Engagement

Report of the Chancellor, Dr. Tom George:

Chancellor George reported on the following items:

- **Search Committee for UM System Vice President:**
Chancellor George explained that the search committee for the new UM System Vice President of Academic Affairs will meet tomorrow. Dr. George is serving as chair of the search committee. Dr. Steve Moehrle, UMSL faculty and IFC chair, is also serving on the committee.
- **Strategic Planning:**
Chancellor George said that they have received good feedback at the strategic planning town hall meetings. Each of the town hall meetings had a specific theme. The first town hall meeting discussed the “Academic Array and Innovative Teaching”. The second theme was the “Campus Growth Plan and Community Partnerships for Retention”. The last town hall meeting’s theme was the “UMSL Experience and Reduced Costs to Students”. The Strategic Planning Steering Committee will interpret campus input and update the planning document in preparation for the UM System meeting on March 12.
- **Budget and Planning:**
The Budget and Planning Committee will meet March 11 to discuss the budget for FY 14. Chancellor George said that there will be some challenges for the next fiscal year. The campuses will be competing with the other campuses for funds.
- **Jubilee:**
Chancellor George reported that the UMSL Jubilee kickoff event went very well on Feb. 1 with 1,600 in attendance. There are many other jubilee-related events planned. Chancellor George explained that we are celebrating our 50th year in many ways such as Jubilee banners, a Jubilee newsletter, a Jubilee website, two Jubilee books, and a Jubilee brew.

Report of the Staff Association, Mr. Robert Peterson:

Mr. Peterson reported that the Staff Council met recently. He explained that Staff Council has guest speakers come in regularly to keep them updated on various topics that affect the campus.

Mr. Peterson announced that the Staff Association elections will be taking place in early May.

The Staff Association will be holding its annual golf tournament on April 19 at the Normandie Golf Course. Proceeds from the golf tournament will go to the Staff Association.

Mr. Peterson said that a Spring Staff Association meeting is planned for early April.

Report of the Student Government Association (SGA), Mr. Steven Brockman:

Mr. Steven Brockman reported that the SGA is working with the student activities budget committee.

The budget committee is reviewing proposals for funding of student organizations for the next academic year. The elections committee is preparing for the elections at the end of March.

Mr. Brockman announced that the wellness and recreation center is making good progress. He displayed many slides of the architect’s renderings of the new facility on campus. He explained the design of the new building and pointed out some of its features. He said that they are working with the architect to ensure it will be environmentally friendly. Mr. Brockman answered questions from the assembly. The new center is expected to open in late 2014 or early 2015.

Bylaws & Rules Committee Report, Dr. Matthew Keefer:

As Chair of the Bylaws and Rules Committee, Dr. Keefer presented the following proposed changes to the Faculty Senate/University Assembly Operating Rules:

➤ **Promotion of Non-Tenure Track Faculty Committee:**

Current Text:

The Senate Committee on Promotion of Non-Tenure Track Faculty shall consist of eligible faculty holding the rank of Teaching Professor, Clinical Professor, Extension Professor, or Research Professor, and **at least one tenured faculty member**. There shall be one member on the Committee elected from each of the parallel units, and two faculty members elected at large from the campus.

Proposed Text:

The Senate Committee on Promotion of Non-Tenure Track Faculty shall consist of eligible faculty holding the rank of Teaching Professor, Clinical Professor, Extension Professor, Research Professor, and **at least one tenured (full) Professor**. There shall be one member on the Committee elected from each of the parallel units, and two faculty members elected at large from the campus.

Rationale:

The proposed change would provide equivalent rank TT or NTT faculty to vote on promotion from Associate to Teaching Professor, Clinical Professor, Extension Professor, Research Professor, etc.

Proposal Approved. All voted in favor of this change.

➤ **Administrator Evaluation Committee:**

Current Text:

(1) This Committee is responsible for preparing and distributing an evaluation form to the eligible faculty of the University of Missouri-St. Louis, collecting forms, and tabulating results.

(2) This Committee shall present the results to the Steering Committee for review. Upon approval, the report is to be distributed to all members of the Assembly.

Proposed Text:

(1) no change to paragraph 1

(2) **This committee shall present the forms and tabulated results to the Faculty Senate Chair, Provost, and Chancellor. The committee report to the University Assembly will include the names of individuals who were evaluated, the individuals who received the evaluation results (e.g. those they report to), and how the results will be used.**

Rationale:

The proposed change would align reporting procedures more closely with recent reporting practices.

Before voting on the proposal, the issue of transparency was discussed.

Proposal Approved. All but one senator were in favor of this change.

➤ **Recruitment, Admissions, Retention, and Student Financial Aid (RARSFA) Committee:**

Change in mission statement and change in committee membership:

Current mission statement:

(1) Recommend policies and procedures to the Assembly, the Director of Admissions, and the Director of Student Financial Aid regarding recruitment, admissions, retention, and student financial aid;

(2) Monitor recruitment, admissions, retention, and student financial aid activities and report on a regular basis to the Assembly; and

(3) Rule on appeals made by applicants regarding admission to the University and student financial aid.

Proposed mission statement:

(1) Monitor recruitment, admissions, retention, student financial aid activities and the appeals process and facilitate reporting to the Assembly.

(2) Recommend policies and procedures to the Assembly, the Director of Admissions, and the Director of Student Financial Aid regarding recruitment, admissions, retention, and student financial aid.

(3) Facilitate discussion with administrators and students on policies and procedures regarding scholarships, advisement and retention and oversee appeals process.

Rationale:

The proposed change provides a change in the order of importance for items (1) and (2). Item (3) reflects a change that is more closely aligned with present practice.

The members of the Assembly/Senate discussed the proposed changes to the above mission statement at length. A question was raised about paragraph (3) and overseeing the appeals process. A senator asked if the statement should be more specific to read “oversee financial aid appeals”.

A motion was made to revise statement (3) to read oversee “financial aid” appeals process.

Several senators who serve on the RARSFA committee provided details of why the committee recommended the change in the wording of the proposed statement. The committee members explained that the appeals process is not limited to just financial aid appeals. It could also involve admissions appeals and possibly other types of appeals. The committee members felt that leaving the wording broader would accurately reflect the committee’s role.

The motion to revise the statement to read oversee “financial aid” appeals process was defeated.

A motion was made to strike “and the appeals process” from the wording in paragraph (3) and amend the wording of paragraph (1) to read: Monitor processes associated with recruitment, admissions, retention, and student financial aid and facilitate reporting to the Assembly.

The amendments were divided for voting.

The Senate/Assembly voted on the motion to amend the wording of paragraph (3) to read:

(3) Facilitate discussion with administrators and students on policies and procedures regarding scholarships, advisement and appeals.

The amendment passed.

The amendment was further amended to include changing the wording of paragraph (1) to read:

(1) Monitor processes associated with recruitment, admissions, retention, and student financial aid and facilitate reporting to the Assembly.

The amendment to the amendment passed.

A final motion was made to accept the entire change to the RARSFA mission statement to read:

(1) Monitor processes associated with recruitment, admissions, retention, and student financial aid and facilitate reporting to the Assembly.

(2) Recommend policies and procedures to the Assembly, the Director of Admissions, and the Director of Student Financial Aid regarding recruitment, admissions, retention, and student financial aid.

(3) Facilitate discussion with administrators and students on policies and procedures regarding scholarships, advisement and appeals.

The motion passed. All were in favor of this final change.

Dr. Keefer said that these changes to the mission statement will have to be approved by the Board of Curators.

Dr. Keefer explained that the following change to the RARSFA committee membership reflected changes in titles in the Office of Student Affairs.

Current RARSFA committee membership:

The University Assembly Committee on Recruitment, Admissions, Retention, and Student Financial Aid shall consist of the following voting members: six eligible faculty members and two students. Non-voting members of the Committee shall consist of the Provost, the Vice Provost for Student Affairs, the Director of Admissions, the Director of Student Financial Aid, and the Associate Vice Provost for Student Affairs and Enrollment Management. The Committee shall be chaired by a faculty member.

Proposed RARSFA committee membership:

The University Assembly Committee on Recruitment, Admissions, Retention, and Student Financial Aid shall consist of the following voting members: six eligible faculty members and two students. Non-voting members of the Committee shall consist of the Provost, the Vice Provost for Student Affairs, the Dean of Enrollment, and the Director of Student Financial Aid. The Committee shall be chaired by a faculty member.

Rationale:

Change of the titles of the non-voting members reflects title changes in the Office of Student Affairs.

Proposal Approved. All voted in favor of this change.

➤ Editorial Changes to Faculty Senate Operating Rules:

- 1.) Change “regular faculty” to “tenured/tenure-track faculty” wherever the out-dated term appears
- 2.) Change “non-regular faculty” to “non-tenure-track faculty” wherever the out-dated term appears
- 3.) Include “teaching professor” in the list of eligible faculty. (The operating rules were not changed to reflect the now-common use of this term for NTT faculty.)

All were in favor of these editorial changes.

- 4.) Remove old term “CICS5” and replace with MyView as follows:

Current text:

The grade point average used to determine student eligibility for service on the Assembly and on committees of the Senate and Assembly shall be overall cumulative grade point average reflected in CICS5.

Proposed text:

The grade point average used to determine student eligibility for service on the Assembly and on committees of the Senate and Assembly shall be overall cumulative grade point average reflected in **MyView**.

All were in favor of this editorial change.

5.) Specify that members of the Budget and Planning Committee serve a three-year term:

Current text:

Eligible faculty members of all standing committees except the Committee on Committees and the Budget and Planning Committee shall be elected for two-year terms, with half the faculty members to be replaced each year. Student members of all standing committees shall be elected for one-year terms which may be renewed.

Proposed text:

Eligible faculty members of all standing committees except the Committee on Committees and the Budget and Planning Committee shall be elected for two-year terms, with half the faculty members to be replaced each year. **Budget and Planning Committee members will serve a three-year term.** Student members of all standing committees shall be elected for one-year terms which may be renewed.

Approved. All voted in favor.

➤ **For information only:**

The College of Education has split one of their departments into two. The Operating Rules state that “at least 5 tenured or tenured track faculty” exist in a department to be represented in the Faculty Senate. The Bylaws and Rules Committee has verified that there were enough tenured or tenure-track faculty to warrant representation of the newly designated department. The Committee recommends that the election for this newly designated department be held in Spring 2013.

The five departments in the College of Education are as follows:

- 1.) Counseling & Family Therapy
- 2.) Educational Leadership & Policy Studies
- 3.) Educational Psychology, Research & Evaluation
- 4.) Early Childhood, Elementary, TESOL, and Special Education (ECETS)
- 5.) Secondary and K-12 Education

Approved. All were in favor.

Dr. Spilling asked if there was any other business. Hearing none, the University Assembly portion of the meeting adjourned at 4:00.

Faculty Senate Meeting

The Faculty Senate meeting was called to order at 4:05 by Senate Chair, Dr. Chris Spilling.

Dr. Spilling did not have any additional comments for the Chair's Report.

Dr. George did not have additional information for the Chancellor's Report.

Appointments, Tenure, and Promotion (ATP) Report by Dr. Susan Brownell:

Dr. Brownell reported that the committee met on November 15, 2012 to consider the dossiers of four candidates for a Curators' Professorship. Recommendations were subsequently made to Chancellor George.

The ATP Committee submitted a motion to revise the UMSL Tenure and Promotion Procedures to the Faculty Senate, which passed the motion at the meeting on December 4, 2012. The ATP Committee also modified the guidelines for Preparing the Factual Record, which did not require a vote of the Faculty Senate.

The ATP Committee met on January 17, 2013 to consider 23 cases for tenure and promotion. The cases reviewed were as follows:

- 8 – Promotion to Professor, of which 7 received a positive recommendation.
- 15 – Tenure, or tenure and promotion to Associate Professor, of which 12 received a positive recommendation.

Recommendations were subsequently forwarded to Chancellor George.

Curriculum and Instruction Committee Report by Mr. Michael Allison:

Mr. Allison presented the following program proposals:

- Change in the B.S. in Accounting
- Change in the B.S. in Physics, Physics Education Option and the B.S. in Secondary Education, Emphasis in Physics
- Change in the Bachelor of Science in Nursing
- Change in the Actuarial Studies Certificate
- Deletion of the Disaster and Risk Management Certificate
- Deletion of the Nonprofit Organization Management and Leadership Certificate
- Change in the M.Ed. in Special Education

All of the above program proposals were approved.

There being no further business, the meeting adjourned at 4:20 p.m.

Respectfully submitted,

Joseph Martinich
Assembly/Senate Secretary

(Minutes written by Loyola Harvey, Faculty Senate/University Assembly Office)